

# City of Franklin Addendum No. 2 to

Purchasing Office Solicitation No.: 2014-019

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1. Solicitation identified: This Addendum No. 2 applies to the following procurement:  
**professional master planning services for development of a comprehensive parks & recreation 10-year needs assessment**  
**Purchasing Office Solicitation No.: 2014-019**
2. Legal notice publication date: **March 6, 2014**
3. Request for Qualifications release date: **March 7, 2014**
4. Addendum No. 1 release date: **March 14, 2014**
5. Addendum No. 2 release date: **March 24, 2014**
6. Deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: **April 1, 2014, 2:00 p.m. Central Time**
7. Response submittal deadline and scheduled opening: **April 10, 2014, 2:00 p.m. Central Time**
8. Tentative date of release of City's tabulation of response submittals received and notice of intent to award: **May 23, 2014**
9. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the best qualified responsive and responsible potential service provider: **June 10, 2014**
10. Addendum:  
In reference to the City of Franklin's March 7, 2014 Purchasing Office Solicitation No. 2014-019 for parks master planning consulting services, as revised per Addendum No. 1 issued March 14, 2014, the City has been asked certain questions about the solicitation by one or more vendors who are potential service providers.  
The purpose of this Addendum No. 2 is to provide to all vendors who are known or thought to be interested in responding to the referenced solicitation the City's responses to the questions that have been asked to date.  
Please note that the submittal deadline and scheduled opening of all submittals received remains unchanged and is:

**April 10, 2014, 2:00 p.m. Central Time**

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Below are the questions asked to date and the City's responses thereto:

Q1: What is the allocated budget range for these services?

A1: The City anticipates fees and expenses for this project to total not more than \$135,000.

Q2: Is there a timeline driver for completion of this plan? That is, why is it being done now, and is there anything pushing completion?

A2: First, Franklin is a growing community. Managing recent population growth and planning geographically for anticipated population growth are continuing priorities of the Franklin Parks Department. Also, a current priority of the City is to identify and establish a means for funding ongoing growth and improvements to the City's park system through the parkland dedication ordinance. Clarity is needed with this process when property appraisal values vary widely in the Franklin Parks Department's current and future service area. Finally, the City views this as an opportune time to collect input from as many stakeholders as possible, including both individuals as well as public, private and non-profit organizations, to identify current and foreseeable parks and recreation needs of the Franklin community (needs assessment).

11. Acknowledge receipt of addendum: Respondents shall acknowledge receipt of this addendum on the Response Submittal Form in the space to the right of the text on that form that reads, "Receipt acknowledged of any and all issued addenda to this solicitation."
12. Questions, requests for clarifications, and requests to revise the procurement solicitation; addenda: To ask questions, to request clarifications about any aspect of this procurement solicitation, or to request revisions to the procurement solicitation prior to the deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of the procurement solicitation, please contact:

City of Franklin Purchasing Office  
Franklin City Hall, Suite 107  
109 3<sup>rd</sup> Ave. South  
Franklin, TN 37064  
[purchasing@franklinton.gov](mailto:purchasing@franklinton.gov)  
Tel: 615/550-6692  
Fax: 615/550-0079

Depending upon the inquiry, the City may request that the question, request for clarification, or request for revision be submitted in writing, whereupon the City may make all vendors known or thought to be interested in the solicitation aware of the inquiry and of the City's response thereto.

13. Communication with City during procurement phase: Any questions about either the content of or the procurement process pertaining to this procurement solicitation should be addressed as described above. Until the procurement award has been made, vendors shall not communicate about either the content of or the procurement process pertaining to this procurement solicitation with any official, employee or other representative of the City except through the City's Purchasing Office. The City reserves the right to disqualify any vendor that initiates unauthorized communication with the City during the procurement phase.